

Family Support Worker

Renfrew Educational Services is a not-for-profit, registered charity operating as an independent school. We are an acknowledged leader in program development for students with disabilities. For 53 years Renfrew has offered a wide range of programs and services to children and youth from Calgary and surrounding areas. Renfrew Educational Services is committed to providing inclusive and supportive educational environments for all children and youth. Our mission is to empower children and youth with disabilities to reach their full potential through tailored educational programs and compassionate teaching. Renfrew offers both school-based and community-based programs and is an educational leader serving some 550 children each year across four school locations. Thousands more children in Calgary and area also benefit from Renfrew's services offered to school boards, organizations, First Nations and families in the community. Please refer to the Renfrew Educational Services webpage: <http://www.renfreweducation.org> under the 'Services & Programs' for more information.

We are currently accepting applications for a term full-time (1.0 FTE) **Family Support Worker** to join our team for the 2026 – 2027 program year to support the various programs in our agency including:

- Stoney Nations
 - Stoney Nakoda Health Centre in Mini Thni;
 - Stoney Big Horn (2 days with 1 overnight each week)
- Location for each program:
 - Stoney Nakoda Health Centre in Mini Thni (PO Box 8, 1 Minî Thnî Rd East Minî Thnî, AB T0L 1N0, Canada);
 - Big Horn Health Services, Big Horn 144a, Clearwater County

This is a term position for the duration of family leave and is based on a 12-month annual schedule. Start date of August 4, 2026.

The Family Support role provides social work services as part of a multidisciplinary team, including assessment, case management, counselling, client advocacy and community resourcing. The candidate will plan and organize various groups with the purpose of enhancing social connections for families. As part of the social work team you will develop, coordinate and/or facilitate workshops, in-services and information sessions for families and staff.

Note: We are pleased to share that Social Work has recently been added to the list of eligible occupations for the Canada Student Loan Forgiveness program.

As a Family Support Worker with Stoney Health and the Big Horn Health Centre, your role qualifies as an eligible occupation within a designated rural or remote community. This offers a significant financial advantage to those dedicated to serving these communities.

Key Program Details:

- Federal Benefit: Forgiveness applies specifically to the outstanding federal portion of your student loan (it does not apply to provincial or territorial portions).
- Eligibility Milestone: You become eligible to apply after completing one full year (12 months) of service in the role.
- Application Window: Once you have reached your one-year work anniversary, you have a 90-day window to submit your application for the benefit.

Note: We encourage all prospective candidates to review the official [Canada Student Loan Forgiveness](#) guidelines to confirm their personal eligibility.

PATRONS: Jim Gray Thomas & Kim Buchanan Three Sisters Charitable Foundation

Charitable Registration no. **77762 5492 RR0001**

Funded by: Alberta Education, Calgary and Area Child and Family Services Authority,
City of Calgary – Family and Community Support Services, Foundations and Private Donors.

We Offer:

- Competitive salary and benefits, including RRSP matching.
- Reimbursement for travel kilometers, hotel and meal per diem and travel incidentals.
- Professional development and growth opportunities.
- Safe, supportive and collaborative work environment.
- Excellent mentorship and leadership
- Opportunity to make a meaningful impact on the lives of children and youth with disabilities and their families.

Key Responsibilities (but not limited to):

- Client service:
 - Review and respond appropriately to referrals for family support;
 - Provide information on relevant issues; refer to appropriate community resources;
 - Conduct home visits, school meetings and phone conversations;
 - Assist family with advocacy and act as an advocate on their behalf;
 - Participate in team planning and staff meetings (when requested);
 - Provide short term counseling and crisis intervention;
 - Liaise with outside agencies;
 - Plan and facilitate opportunities for the enhancement of families' social connections (e.g., events and outings);
 - Coordinate interpretive services for clients and staff.
- Consultation:
 - Participate in internal meetings, i.e., team planning, staff meetings;
 - Contribute to internal and external committees as needed;
 - Develop and maintain collaborative relationships with external agencies and community organizations.
- Documentation and Administrative Tasks:
 - Maintain caseload/referral list and family files;
 - Prepare and distribute notices and information to families and staff;
 - Compose articles for staff and parent newsletters;
 - Ensure proper documentation related to concerns about children's wellbeing is completed and properly distributed to relevant Renfrew staff, including an incident report where appropriate;
 - Provide information for the Family Support monthly summary (including in-services, community involvement and professional development).
- Presentations:
 - Develop, coordinate and/or facilitate workshops, in-services and information sessions for families, staff and external agencies.
- Statistical and Other Data:
 - Develop and distribute surveys. Compile and enter results;
 - Enter data and statistics;
 - Develop data collection mechanisms;
 - Conduct research related to funding proposal(s);
 - Share information with relevant audience.

Qualifications:

- Minimum requirement: Bachelor's degree in Social Work
- The successful candidate must also have active non-provisional registration with the Alberta College of Social Workers
- Knowledge of Social Work code of ethics
- Understanding of and/or work experience with the special needs community
- Cultural sensitivity
- Good communication skills, both verbal and written
- Flexible and organized with good planning/time management and problem-solving skills
- Must have a vehicle, valid Alberta Driver's License, and a clean driving record.

- A reliable vehicle, auto insurance with a minimum \$2,000,000.00 liability and driver's license is required.

Pre-Requisite Security Clearance Documentation:

- Successful candidates must provide us with a valid 'Calgary Police Check with Vulnerable Sector' dated within 3 months prior to their start date
- 'Intervention Record Check through Alberta Child Services' is also required, however, we can support you with completing this during your onboarding

How to Apply:

Interested candidates should submit the following:

- A current resume.
- A cover letter.
- Contact information for three professional references.

Please send your application to the Staff Resource Team at:

employment@renfreweducation.org

Attention: Family Support Worker

While we thank all applicants for their interest, only those selected for an interview will be contacted. Renfrew Educational Service is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.